



Evidence-based tools and guidance
for delivering effective programs

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GUIDANCE FOR SAMPLE: **DUVAL STAFFING MOU**

This document provides guidance on how to use the Duval Staffing MOU sample available in the Summer Learning Toolkit. You can also access the sample in the Staffing and Professional Development section of the Toolkit.

What is the *DUVAL STAFFING MOU* sample and how can you use it?

Developed by Duval County Public Schools and Duval Teachers United, the Duval Staffing MOU details the agreement between the two entities regarding staffing needs for the 2016 summer academic programs. The MOU includes eligibility criteria for teacher selection and hiring and a breakdown of sites and schedules for each academic program.

Why is hiring qualified teachers important?

Without a staffing MOU specific to a summer program, it may be difficult for a district to hire motivated academic teachers with grade-level content knowledge because of conflicting priorities in teacher contracts.

Based on program evaluations, RAND recommends hiring motivated academic teachers with grade-level content knowledge for summer programs, finding them to be more effective and engaging than teachers who lack sufficient content knowledge. Teachers with strong content knowledge used appropriate terminology, taught students relevant vocabulary, provided background information, often modeled the activity, and corrected students as they practiced the skill. The component of instructional quality most related to student achievement was checking for understanding, which relies on teachers having content knowledge to identify errors in the first place and then offering alternative explanations to help clarify the concept. Teachers who appeared unfamiliar with the lesson and unfamiliar with the content struggled to successfully check for understanding.

Who can benefit from this resource?

- District administration
- School-based administration

Tips for developing a staffing agreement

Early in the program planning process (ideally in the fall), district/program leaders should identify summer staffing needs as well as the hiring and selection process and timeline, program schedule, and pay rate. All of this information will be necessary when negotiating and developing an MOU with the teacher's union.

